

STATE OF INDIANA

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MEMORANDUM

TO: Assessing Officials and County Auditors

FROM: Cheryl A.W. Musgrave, Commissioner *awm*

DATE: October 3, 2008

SUBJECT: Real Property and Personal Property Data Files

The purpose of this memorandum is to inform assessing officials and County Auditors of an extension of the October 1, 2008 deadline by which the County Assessor's personal property and real property data files for 2008-pay-2009 are due to the Department of Local Government Finance (DLGF). The deadline for the submission of both data sets is hereby extended in this memorandum from October 1, 2008 to **December 1, 2008**.

Personal Property Data File Deadline Extension. The reason for the extension of the deadline to submit the 2008-pay-2009 personal property data file from October 1, 2008 to **December 1, 2008** is to allow assessing officials more time to process amended personal property tax returns, which are due on or before November 15, 2008. IC 6-1.1-3-7; IC 6-1.1-3-7.5; 50 IAC 16-3-2.

Real Property Data File Deadline Extension. The reason for the extension of the deadline to submit the 2008-pay-2009 real property data file from October 1, 2008 to **December 1, 2008** is to grant the assessing official more time to allocate assessed values by property classification to ensure accurate application of the Circuit Breaker credits by the County Auditor. IC 6-1.1-4-25; 50 IAC 21-9-1(b); IC 6-1.1-20.6-8.

Of course, if the data sets are complete and ready for submission, submit the data sets now. Do not wait until December 1, 2008. In fact, once the data sets are complete and ready for submission at any point prior to December 1, 2008, submit the data at the earliest possible date.

If you have any questions about this memorandum, please contact Bonita Wheatley, Assistant Director of the DLGF Operations & Data Analysis division, at (317) 232-5895 or bwheatley@dlgf.in.gov.